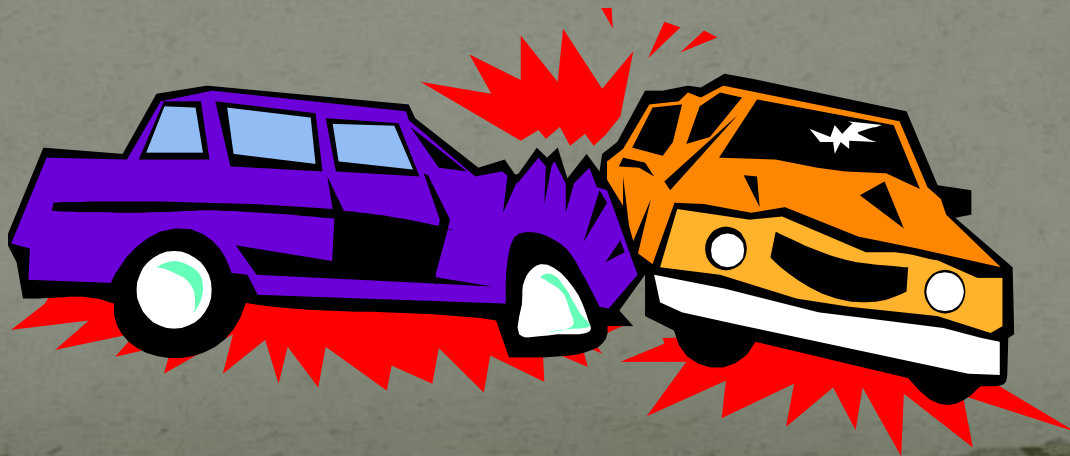


District of Columbia Office of Risk Management

Tort Liability Claims Division

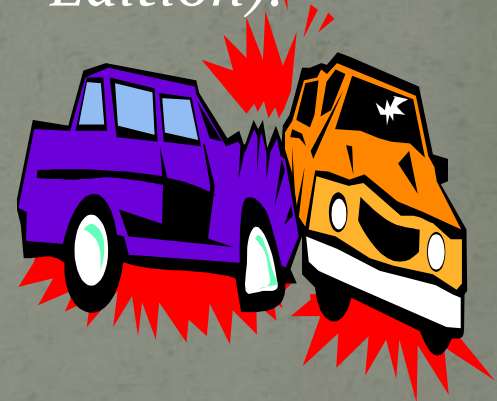


What is a Tort?

A tort is a civil wrong, other than breach of contract, for which a remedy may be obtained, usually in the form of damages. This includes a breach of duty that the law imposes on persons who stand in a particular relation to one another. (*Black's Law Dictionary, 8th Edition*).

Reportable claims include:

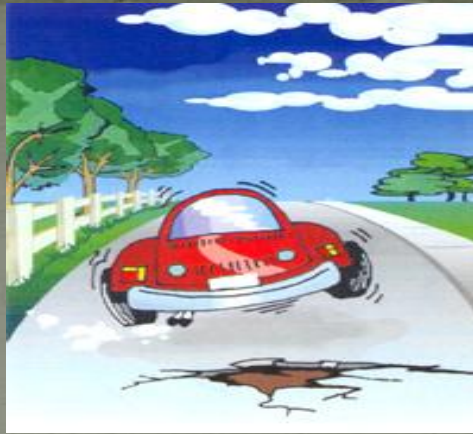
- ✓ Pothole accidents
- ✓ Auto collisions with Fleet vehicles
- ✓ Damaged property due to fallen trees
- ✓ Injury caused by the District of Columbia government, its property or its employees



The Tort Liability Claims Division of DCORM

investigates and resolves claims against the District of Columbia. Individuals can file a tort liability claim against the District for loss, property damage, or injury caused by the negligence of the District and/or its employees.





Section 12-309, District of Columbia Official Code (2001)

An action may not be maintained against the District of Columbia for unliquidated damages to person or property unless the claimant, his agent, or attorney, has given notice within six months after the incident in writing to the Mayor of the District of Columbia or ORM detailing the approximate time, place, cause, and circumstances of the injury or damage.

In other words, claimants have six months from the date of the incident to file a claim with the District of Columbia. Claims filed after this period of time are prohibited by law and will be denied automatically.

How to file a claim:

Claims are accepted by hand delivery, U.S. mail, or fax. The notice must contain the following information:

Claimant Identity

Name

Address

Phone numbers

Date of birth

Social security number

Business Tax ID number (if applicable)

Email address



Date and approximate time of the accident, loss and/or damage sustained

Location of loss

Cause of damage or injury

Nature of loss and other relevant circumstances

Documentation of relevance and proof of loss:

- ✓ Any police report or other reports related to the incident
- ✓ Documents showing ownership at the time of the damage and original cost of damaged items
- ✓ Estimates for repairs
- ✓ Proof of payment for repairs made to the vehicle
- ✓ Medical bills and/or medical reports



- *Information and documentation must be presented at the time of the notice or during the investigation of the claim for the determination of a proof of loss.*

For more information on how to file a claim
or to download the claims notification form,
please visit our website at

<http://orm.dc.gov>



District of Columbia Office of Risk Management Tort Liability Division

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